

A . Rahul

rajkiranrahul2440@gmail.com | Bengaluru, Karnataka, 560068 | 9972357731

Summary

As a B.Com graduate I am also through internship as Article assistant in a CA Firm that provides services such as Accounting and Tax. Completed internship of 2 years and 9 months of managing accounts, analyzing financial data, maintaining records, vouching transactions and conducting communications with internal and external parties.

Education

New Horizon College

Bachelor of Commerce, Graduated April 2017
Percentage Secured: - 80%

Cathedral composite pu College

PUC, Graduated June 2014
Percentage Secured: - 78%

ST.Mary's School

SSLC, Graduated April 2012
Percentage Secured: - 66%

Employment History

Blue Square Management Consultancy (I) Pvt Ltd

Article Assistant, December 2018 - Present

- Provide financial information, Bank Reconciliation
- Work accurately to meet strict deadlines
- Empowered senior management to make informed decisions by compiling weekly, monthly, and yearly reports regarding accounts, receivables, and debts status
- Maintained accurate records of accounts using ZOHO Books, TallyERP9.

Prathima Vankadaru Chartered Accountant, Bengaluru, Karnataka

Article Assistant, April 2018 - November 2018

Hobbies&Interests

- Listening Songs.
- Playing Carrom board, Cricket.
- Browsing, Internet Surfing.

Training/Coaching

Institute of Chartered Accountant of India

Soft skill training: - ICITSS and Orientation Course

Professional Skills

- Account Reconciliation
- Billing and Invoicing
- Work in Microsoft Office (Word, Excel, PowerPoint)
- Accounting Software (TallyERP,ZOHO)

Personal Information

NAME : A Rahul
Date of Birth : 02-04-1996
Father Name : V.Ashok Deepa Kumar
Occupation : Retired- Mechanic (Vst Tiller Tractor Pvt Ltd)
Mother Name : Violet. D
Occupation : Teacher
Nationality : Indian
Mobile No : 9972357731

**Languages
Known**

- Tamil
- Kannada
- English

Declaration

I hereby declare that the above furnished information is authentic to the best of my knowledge.

-- A . Rahul